# Completing a "Notice of Intent for Approval to Discharge"

under the 2016 Massachusetts Small MS4 General Permit

### Who must file an Notice of Intent (NOI)?

- A municipality
   operating a small
   municipal separate
   storm sewer system
   (MS4) under the 2003
   MA MS4 permit
- A municipality newly designated as a small MS4 under the 2010 Census -

- A "Non-traditional" publically owned and/or operated MS4. Examples include:
  - Hospitals
  - Prisons
  - Military Bases
  - Airports
  - Universities
  - Federal facilities
  - Highways or other thoroughfares

If in Doubt...

## Refer to regulated area maps located here:

https://www3.epa.gov/region1/npd es/stormwater/ma.html

## Key NOI Facts

- The NOI notifies permitting authorities that you intend to seek authorization to discharge from an MS4 to surface waters
- The 2016 permit goes into effect on July 1, 2017
- File your NOI by September 29, 2017 or your town loses permit coverage for MS4 discharges

### **NOI** Overview

Part I – General Conditions

Part II – Summary of Receiving Waters

Part III – Stormwater Management Program Summary

Part IV – Notes and Additional Information

Part V - Certification

Notice of Intent (N Part  : General Conditions	OI) for coverage under Sma <b>ll</b> MS4 Genera <b>l</b> Perr	mit Page # of ##
General Information		
Name of Municipality or Organization:	State	
EPA NPDES Permit Number:  Primary MS4 Program Manager Con	tact Information	
Name:	Title:	
Street Address Line 1		
Street Address Line 2		
City	State 7 Zip Code 12345-678	9
Email:	Phone Number: (123) 456-7890	
Fax Number:		

See **Appendix E** for the NOI template, which can be filled out on a computer or by hand: <a href="https://www3.epa.gov/region1/npdes/stormwater/ma/2016fpd/appendix-e-2016-ma-sms4-gp-print.pdf">https://www3.epa.gov/region1/npdes/stormwater/ma/2016fpd/appendix-e-2016-ma-sms4-gp-print.pdf</a>

Right

Link As"

Click..."Save





#### About EPA New England

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NPDES Stormwater Permit Home

Stormwater in My State

Municipal (MS4) Program

Industrial Program

Construction Program

#### Massachusetts Small MS4 General Permit

You will need Adobe Reader to view some of the files on this page. See EPA's PDF page to learn more about PDF, and for a link to the free Acrobat Reader.

\*\*New Tools Available, click here or scroll to bottom of page.\*\*

The 2016 Massachusetts Small MS4 General Permit was signed April 4, 2016 and will become effective July 1, 2017. The final permit reflects modifications to the 2014 draft small MS4 general permit released for comment on September 30, 2014 and replaces the 2003 small MS4 general permit for MS4 operators within the Commonwealth of Massachusetts. The permit, appendices, and response to comment documents are available below.

#### 2016 Final Permit Documents

- Federal Register Notice
- Final 2016 Massachusetts Small MS4 General Permit (PDF) (60 pp, 735 K)
- Appendix A Definitions, Abbreviations and Acronyms (PDF) (8 pp, 48 K)
- Appendix B Standard Permit Conditions (PDF) (10 pp. 51 K)
- Appendix C Endangered Species Act Eligibility Guidance (PDF) (8 pp. 69 K)
- Appendix D National Historic Preservation Act Eligibility Guidance (PDF) (4 pp, 67 K)
- Appendix E Suggested Format and Required Information for the Notice of Intent (NOI) Printable (PDF) (15 pp, 740 K)
  - Suggested Template Appendix E Notice of Intent (NOI) (PDF) (18 pp, 407 K)
- Appendix F Requirements of Approved Total Maximum Daily Loads (PDF) (140 pp, 2.3 MB)
- Appendix G Impaired Waters Monitoring Parameter Requirements (PDF) (3 pp, 64 K)
- Appendix H Requirements Related to Discharges to Certain Water Quality Limited Waterbodies (PDF) (26 pp, 630 K)
- Response to Comments (PDF) (632 pp, 5.2 MB)

#### 2010 Census and Designated MS4s

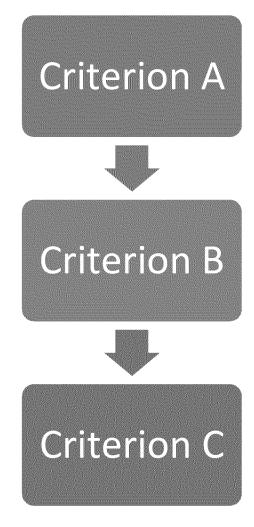
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### Part I – General Conditions

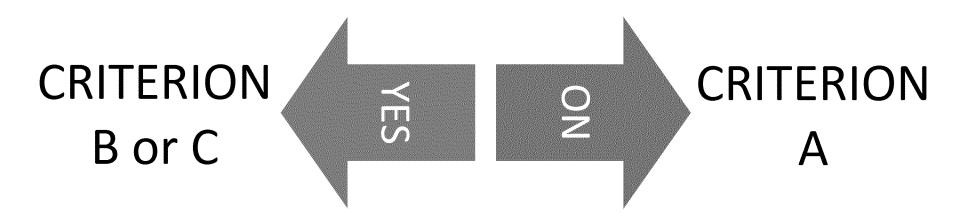
Notice of Intent (NOI) for coverage under Small MS4 General Permit	Page 1 of 18
Part I: General Conditions	
General Information	
Name of Municipality or Organization: State: MA	
EPA NPDES Permit Number (if applicable):	
Primary MS4 Program Manager Contact Information	
Name: Title:	
Street Address Line 1:	
Street Address Line 2:	
City: State: MA Zip Code:	
Email: Phone Number:	
Fax Number:	
Other Information	4
Stormwater Management Program (SWMP) Location (web address or physical location, if already completed):	
Eligibility Determination	
Endangered Species Act (ESA) Determination Complete?  Eligibility Criteria (check all that apply):	в 🗆 с 🦯
National Historic Preservation Act (NHPA) Determination Complete?  Eligibility Criteria (check all that apply):	в□с

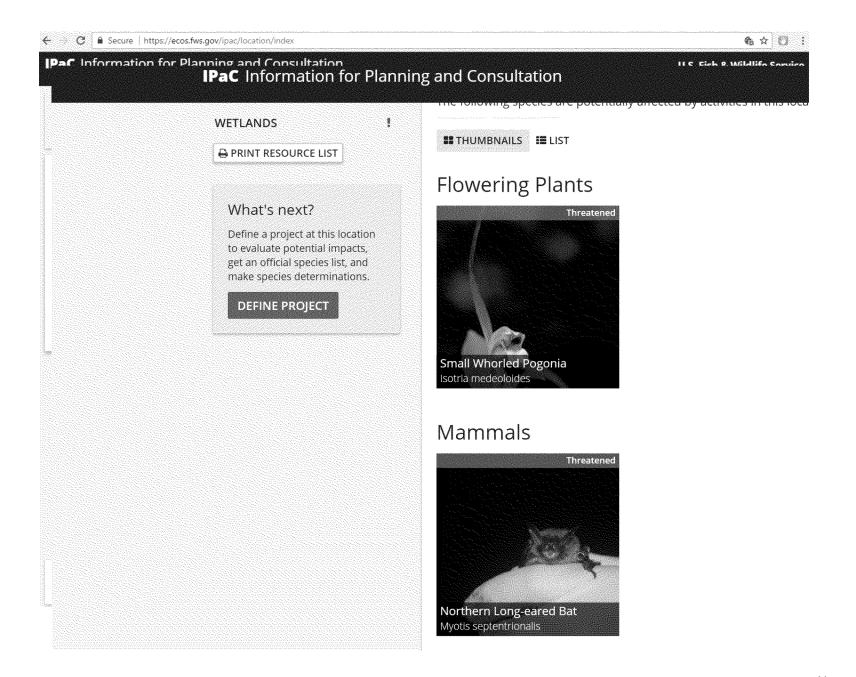
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**Question 1:** Are there endangered or threatened species in the area of stormwater discharges?

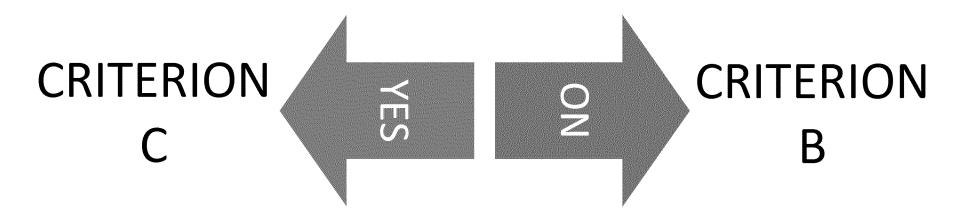
Use IPaC online: <a href="https://ecos.fws.gov/ipac/">https://ecos.fws.gov/ipac/</a>





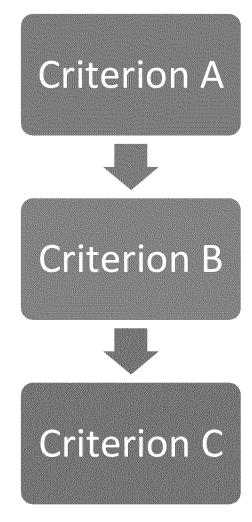
**Question 2:** Are stormwater discharges and related activities likely to jeopardize or adversely affect listed species or critical habitat?

US Fish and Wildlife Service letter of concurrence

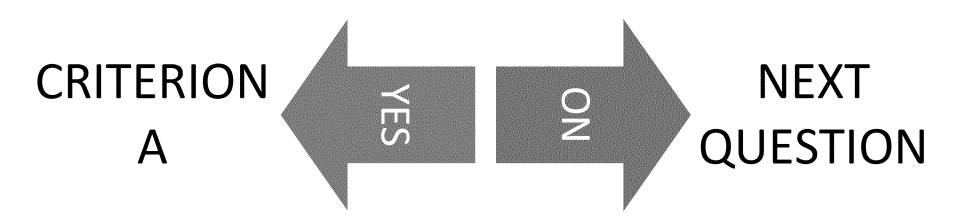


- The only species listed in your areas are: the Northern Long eared Bat, Sandplain gerardia, Small whorled Pogonia and/or American burying beetle
- Evaluate effects of stormwater discharge and related activities on these listed species and their habitat using the best scientific and commercial data available
- Submit your findings with NOI
- EPA will provide written confirmation of No Adverse Effects" finding upon authorization

Criterion C

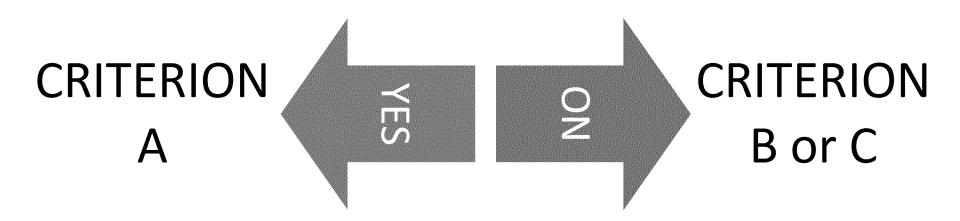


**Question 1:** Is the facility a newly permitted or previously authorized facility?



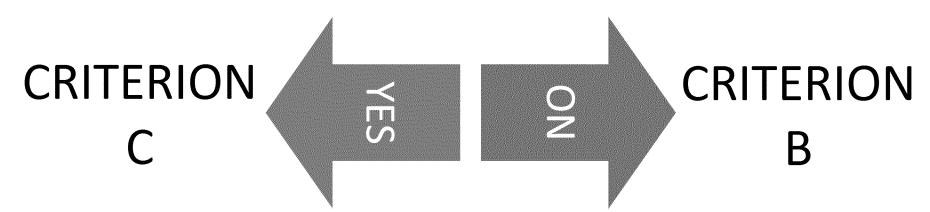
**Question 2:** Is the applicant avoiding any activity involving less than an acre of subsurface land disturbance?

Certify your conclusions in writing



Part

Question 3: Is the property listed in the National Register of Historic Places or otherwise known to contain historic property or artifacts?



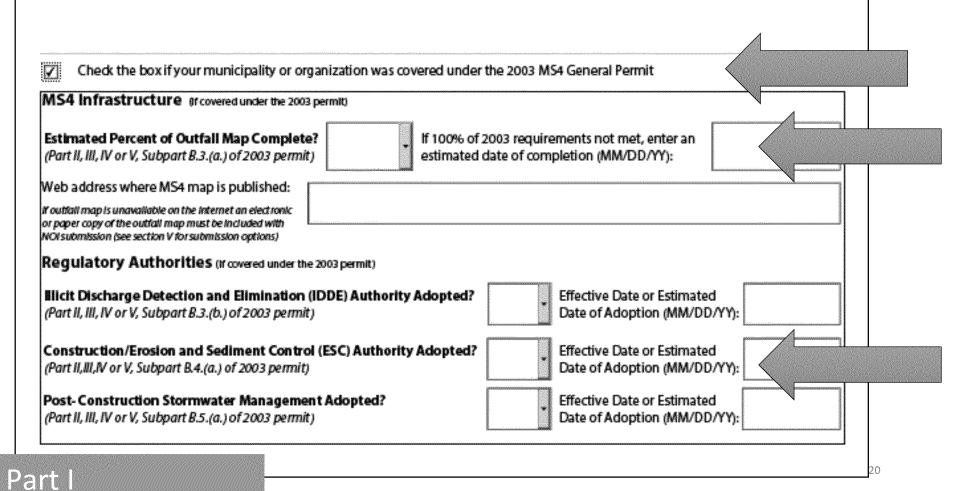
- Historic Properties are present
- Submit a project notification form and the data listed below to the State or Tribal Historic Preservation Officer for evaluation
  - Project Notification Form: http://www.sec.state.ma.us/mhc/mhcform/formic
  - USGS Map with project boundaries
  - Scaled project plans & proposal

Criterion C

### Part I – General Conditions

Notice of Intent (NOI) for coverage under Small MS4 General Permit Page 1 of 18
art I: General Conditions
eneral Information
ame of Municipality or Organization: State: MA
A NPDES Permit Number (if applicable):
imary MS4 Program Manager Contact Information
ame: Title:
reet Address Line 1:
reet Address Line 2:
ty: State: MA Zip Code:
nail: Phone Number:
x Number:
ther Information
ormwater Management Program (SWMP) Location web address or physical location, if already completed):
igibility Determination
adangered Species Act (ESA) Determination Complete? Eligibility Criteria (check all that apply):
ational Historic Preservation Act (NHPA) Determination Complete?  Eligibility Criteria (check all that apply):

### Part I – General Conditions



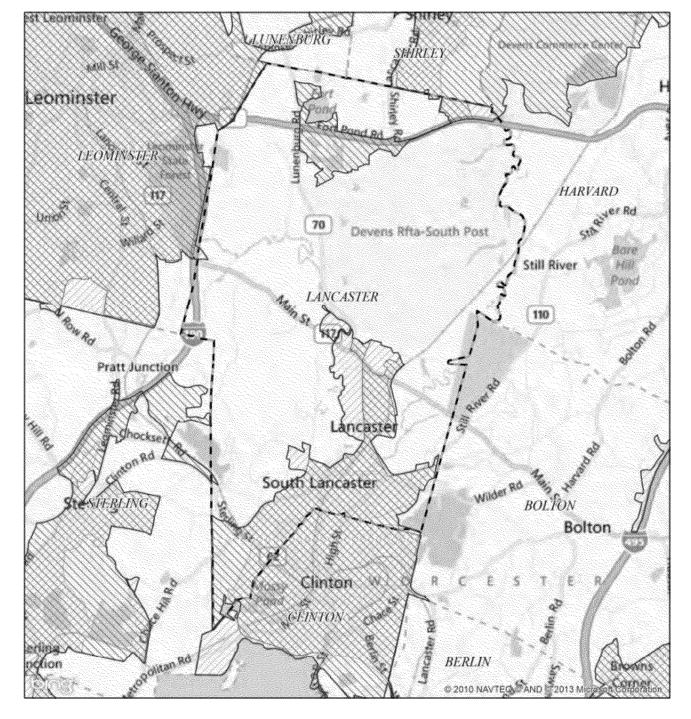
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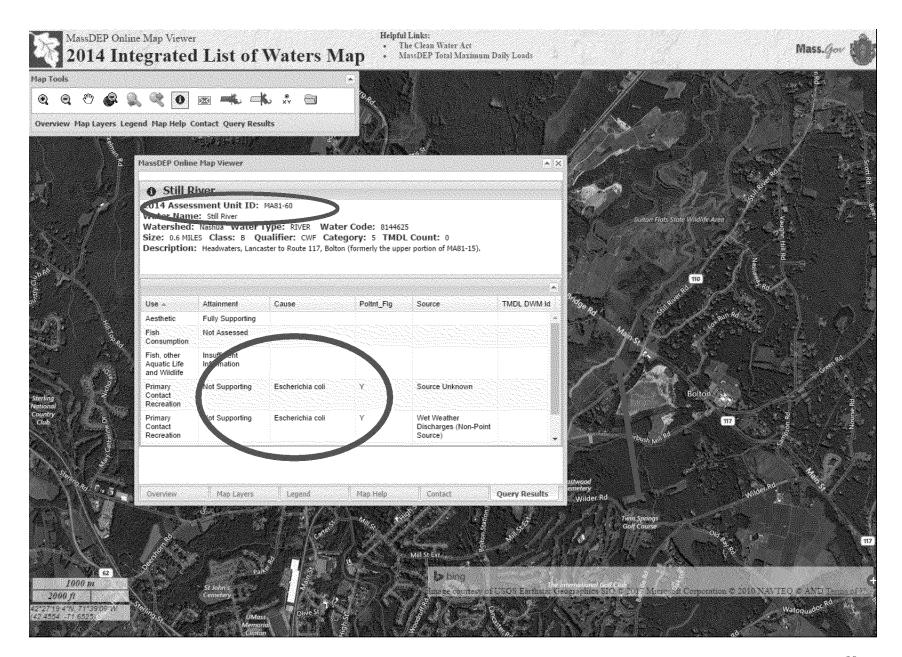
## Part II – Summary of Receiving Waters

Natice of lat	ant (NOI) for					<b></b>			NA C	1 C	Page 2 of 18
Part II: Summary of Receiving Waters	ent (NOI) ioi	CO	ve	rage	un	aeı	ЭП	пан	IVI D	40	eneral Permit
Please list the waterbody segments to which your MS4 disc impairments.	harges. For each	wate	rbo	dy segr	nent	, ple	ase r	eport	the n	umb	per of outfalls discharging into it and, if applicable, any
Massachusetts list of impaired waters: <u>Massachusetts 2014 Lis</u>	t of Impaired Wate	ers-h	<u>ttp:/</u>	/www.	mas:	s.go\	//eea	ı/docs/	/dep	/wat	er/resources/07v5/14list2.pdf
Check off relevant pollutants for discharges to impaired wa pollutants in the last column, if applicable.	terbodies (see abo	ove 3	03(	d) lists)	with	out	an a <sub>l</sub>	oprove	ed TN	ЛDL i	n accordance with part 2.2.2.a of the mit. List any other
Waterbody segment that receives flow from the MS4	Number of outfalls into receiving water segment	Chloride	Chlorophyll-a	Dissolved Oxygen/ DO Saturation	Nitrogen	Oil & Grease/PAH	Phosphorus	Solids/ TSS/ Turbidity	E coli	Enterococcus	Other pollutant(s) causing impairments
								Ö			
						Control Control	Cool		and the same of		
					П			П			

MassGIS Map Tool: http://maps.massgis.state.ma.us/images/dep/omv/il2014viewer.htm

Part II





## Part III – Stormwater Management Program

Identify the BMPs used to address each of six Minimum Control Measures (MCMs) and Total Maximum Daily Loads (TMDLs) requirements

### MCM 1 - Public Education & Outreach

#### Notice of Intent (NOI) for coverage under Small MS4 General Permit

#### Part III: Stormwater Management Program Summary

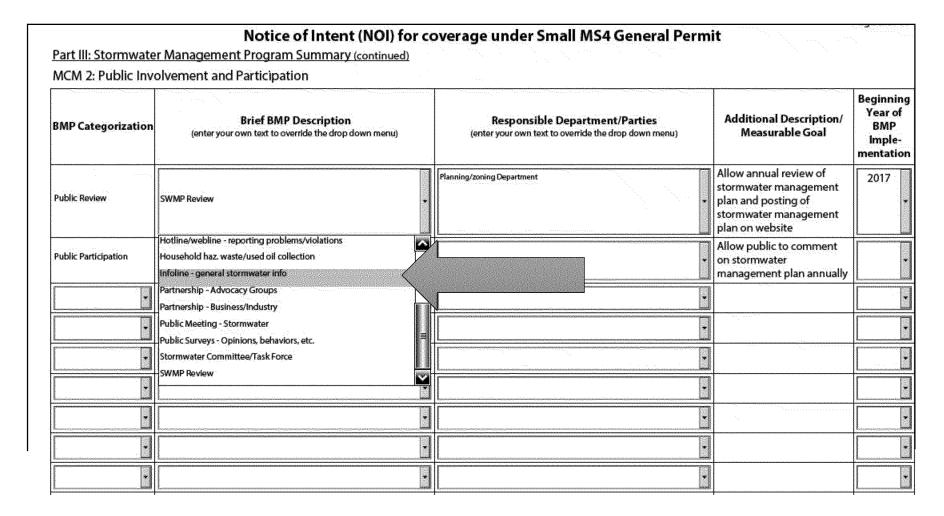
Identify the Best Management Practices (BMPs) that will be employed to address each of the six Minimum Control Measures (MCMs). For municipalities/organizations whose MS4 discharges into a receiving water with an approved Total Maximum Daily Load (TMDL) and an applicable waste load allocation (WLA), identify any additional BMPs employed to specifically support the achievement of the WLA in the TMDL section at the end of part III.

For each MCM, list each existing or proposed BMP by category and provide a brief description, responsible parties/departments, measurable goals, and the year the BMP will be employed (public education and outreach BMPs also requires a target audience). **Use the drop-down menus in each table or enter your own text to override the drop down menu.** 

#### MCM 1: Public Education and Outreach

BMP Media/Category (enter your own text to override the drop down menu)	BMP Description	Targeted Audience	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal	Beginning Year of BMP Imple- mentation
	1	Residents			
•		tutions and ilities			•
Brochures/Pamphlets		Developers (construction)	Y		4
Contests Displays/Posters/Kiosks		Industrial Facilities		·	-
Local Public Service Announcements  Meeting		Residents	<u> </u>	4	*
Newspaper Articles/Press Releases School Curricula/Programs Special Events/Festivals/Fairs					
Special Events/Festivals/Fairs		De elopers (construction)		M <sub>1</sub>	
*	······································	Industrial Facilities			•

## MCM 2 - Public Involvement and Participation



### MCM 3 - Illicit Discharge Detection & Elimination

MCM 3: Illicit Discharge Detection and Elimina	tion (IDDE)			
BMP Categorization (enter your own text to override the drop down menu)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Imple- mentation
SSO inventory	Develop SSO inventory in accordance of permit conditions	•	Complete within 1 year of effective date of permit	•
Storm sewer system is ap	Create map and update during IDDE program completion		Update map within 2 years of effective date of permit and complete full system map 10 years after effective date of permit	•
Written IDDE program	Create written IDDE program	-	Complete within 1 year of the effective date of permit and update as required	
Implement IDDE program	Implement ca investigation to program an conditions	-	Complete 10 years after effective date of permit	•
Employee training	Train employees on IDDE implementation	*	Train annually	
Conduct dry weather screening	Conduct in accordance with outfall screening procedure and permit conditions	*	Complete 3 years aft effective date of	
Conduct wet weather screening	Conduct in accordance with outfall screening procedure	-	Complete 10 years after effective date of permit	***************************************
Ongoing screening	Conduct dry weather and wet weather screening (as necessary)	•	Complete ongoing outfall screening upon completion of IDDE program	•

Part III

### MCM 3 - Illicit Discharge Detection & Elimination

<b>Notice of</b> l Part III: Stormwater Management Program Sur	* -	rage under Small MS4 General Per		Page 7 of 1
MCM 3: Illicit Discharge Detection and Elimina	tion (IDDE)			
BMP Categorization (enter your own text to override the drop down menu)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Imple- mentation
SSO inventory	Develop SSO inventory in accordance of permit conditions		Complete within 1 year of effective date of permit	
Storm sewer system map			Update map within 2 years of effective date of permit and complete full system map 10 years after effective date of permit	
Written IDDE program	Create written IDDE program	Building Permitting and Enforcement  Conservation Committee	Complete within 1 year of the effective date of permit and update as required	
mplement IDDE program	Implement catchment investigations according to program and permit conditions	DPW Construction DPW Operations Engineering Environment Department	Complete 10 years after effective date of permit	
Employee training	Train employees on IDDE implementation	External Contractor Health Department	Train annually	
Conduct dry weather screening	Conduct in accordance with outfall screening procedure and permit conditions		Complete 3 years after effective date of permit	
Conduct wet weather screening	Conduct in accordance with outfall screening procedure		Complete 10 years after effective date of permit	
Ongoing screening	Conduct dry weather and wet weather screening (as necessary)		Complete ongoing outfall screening upon completion of IDDE program	

Part II

### MCM 4 - Construction Site Stormwater Control

#### Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

MCM 4: Construction Site Stormwater Runoff Control

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Imple- mentation
Site inspection and enforcement of Erosion and Sediment Control (ESC) measures	Complete written procedures of site inspections and enforcement procedures		Complete within 1 year of the effective date of permit	
Site plan review	Complete written procedures of site plan review and begin implementation	•	Complete within 1 year of the effective date of permit	
Erosion and Sediment Control	Adoption of requirements for construction operators to implement a sediment and erosion control program			
Waste Control	Adoption of requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes	Building Permitting and Enforcement  Conservation Committee  DPW Construction  DPW Operations  Engineering  Environment Department  External Contractor	Complete within 1 year of the effective date of permit	•
•		Health Department	Nessent C	

## MCM 5 - Post-Construction Stormwater Management in New Development and Redevelopment

#### Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

MCM 5: Post-Construction Stormwater Management in New Development and Redevelopment

BMP Categorization  (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Imple- mentation
As-built plans for on-site stormwater control	The procedures to require submission of asbuilt drawings and ensure long term operation and maintenance will be a part of the SWMP		Require submission of as-built plans for completed projects	
Target properties to reduce impervious areas	Identify at least 5 permittee-owned properties that could be modified or retrofitted with BMPs to reduce impervious areas and update annually		Complete 4 years after retrofitted properties	
Allow green infrastructure	Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist	•	Complete 4 years after effective date of permit and implement recommendations of report	•

Part III

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### MCM 6 - Municipal Good Housekeeping

Notice of Intent (NOI) for coverage under Small MS4 General Permit  Part III: Stormwater Management Program Summary (continued)  MCM 6: Municipal Good Housekeeping and Pollution Prevention					
BMP Categorization  (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Imple- mentation	
O&M procedures	Create written O&M procedures including all requirements contained in 2.3.7.a.ii for parks and open spaces, buildings and facilities, and vehicles and equipment	*	Complete and implement 2 years after effective date of permit		
Inventory all permittee-owned parks and open spaces, buildings and facilities, and vehicles and equipment	Create inventory		Complete 2 years after		
Infrastructure O&M	Establish and implement program for repair and rehabilitation of MS4 infrastructure	•	Complete 2 years after effective date of permit	137	
Stormwater Pollution Prevention Plan (SWPPP)	Create SWPPPs for maintenance garages, transfer stations, and other waste-handling facilities	*	Complete and implement 2 years after effective date of permit		

Part III

## Actions for Meeting Total Maximum Daily Load (TMDL) Requirements

#### Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

Actions for Meeting Total Maximum Daily Load (TMDL) Requirements

Use the drop-down menus to select the applicable TMDL, action description to meet the TMDL requirements, and the responsible department/parties. If no options are applicable, or more than one, enter your own text to override drop-down menus.

Applicable TMDL	Action Description	Responsible Department/Parties (enter your own text to override the drop down menu)
Jy/	<b>*</b>	-
Lower Charles River (Phosphorus) Upper/Middle Charles River (Phosphorus)		
Long Island Sound TMDL (Nitrogen) Ten Mile River TMDL (Bacteria/Pathogen)		
Ten Mile River TMDL (Phosphorus) Ten Mile River TMDL (Metals)		
Charles River Watershed (Bactria/Pathogen) Frost Fish Creek (Bactria/Pathogen)		
Little Harbor (Bactria/Pathogen)		
[3]		
	unad	

MassGIS Map Tool: http://maps.massgis.state.ma.us/images/dep/omv/il2014viewer.htm

Part III

## Actions for Meeting Total Maximum Daily Load (TMDL) Requirements

#### Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

Actions for Meeting Total Maximum Daily Load (TMDL) Requirements

Use the drop-down menus to select the applicable TMDL, action description to meet the TMDL requirements, and the responsible department/parties. If no options are applicable, or more than one, enter your own text to override drop-down menus.

Applicable TMDL	Action Description	Responsible Department/Parties (enter your own text to override the drop down menu)
	Adhere to requirements in part A.I of Appendix F Adhere to requirements in part A.II of Appendix F Adhere to requirements in part A.III of Appendix F Adhere to requirements in part A.IV of Appendix F Adhere to requirements in part A.V of Appendix F	
	Adhere to requirements in part B.I of Appendix F Adhere to requirements in part B.II of Appendix F Adhere to requirements in part B.III of Appendix F Adhere to requirements in part B.IV of Appendix F	

Appendix F: https://www3.epa.gov/region1/npdes/stormwater/ma/2016fpd/appendix-f-2016-ma-sms4-gp.pdf

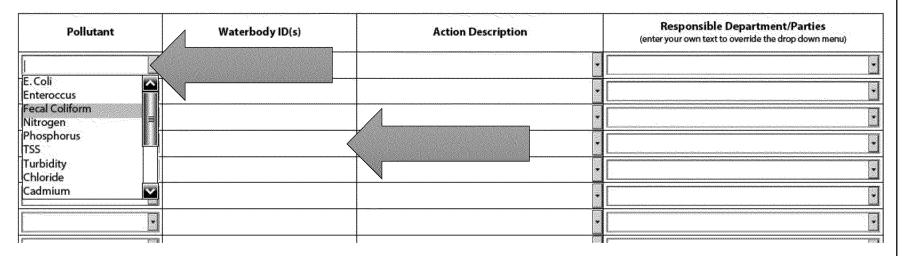
### Actions for Water Quality Limited Waters

#### Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

Actions for Meeting Requirements Related to Water Quality Limited Waters

Use the drop-down menus to select the pollutant causing the water quality limitation and enter the waterbody ID(s) experiencing excursions above water quality standards for that pollutant. Choose the action description from the dropdown menu and indicate the responsible party. If no options are applicable, or more than one, enter your own text to override drop-down menus.



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### Actions for Water Quality Limited Waters

#### Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

Actions for Meeting Requirements Related to Water Quality Limited Waters

Use the drop-down menus to select the pollutant causing the water quality limitation and enter the waterbody ID(s) experiencing excursions above water quality standards for that pollutant. Choose the action description from the dropdown menu and indicate the responsible party. If no options are applicable, or more than one, **enter your own text to override drop-down menus.** 

Pollutant	Waterbody ID(s)	Action Description	Responsible Department/Parties (enter your own text to override the drop down menu)		
	Posta Maria Santa Maria Ma	Adhere to requirements in part I of Appendix H Adhere to requirements in part II of Appendix H			
		Adhere to requirements in part III of Appendix H Adhere to requirements in part IV of Appendix H			
		Adhere to requirements in part V of Appendix H			
-					

Appendix H: https://www3.epa.gov/region1/npdes/stormwater/ma/2016fpd/appendix-h-2016-ma-sms4-gp.pdf

Part III

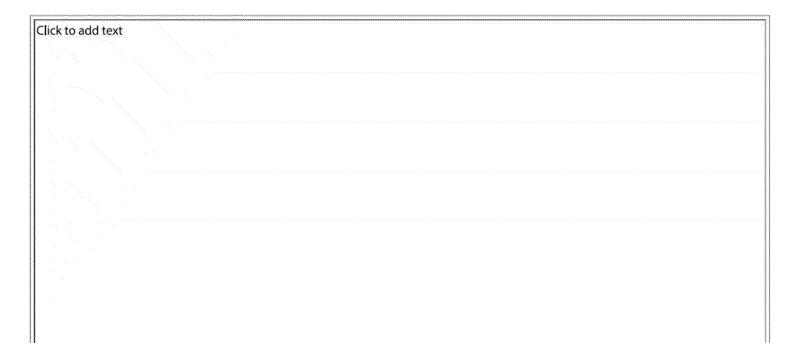
### Part IV – Notes and Additional Information

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#### Notice of Intent (NOI) for coverage under Small MS4 General Permit (continued)

Part IV: Notes and additional information

Use the space below to provide any additional information about your MS4 program



Part IV

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### Part V - Certification

Page # of ##

#### Notice of Intent (NOI) for coverage under Small MS4 General Permit (continued)

#### Part V: Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name:	Title:
Signature Field	Date:
thm:thm:thm:thm:thm:thm:thm:thm:thm:thm:	

#### **NOI Submission**

Please submit the form electronically via email using the "submit by Email" button below or send in a CD with your completed NOI. You may also print and submit via mail at the address below if you choose not to submit electronically. Outfall map required in Part I of the NOI (if applicable) can be submitted electronically as an email attachment OR as a paper copy.

Permittees that choose to submit their NOI electronically by email or by mailing a CD with the completed NOI form to EPA, will be able to download a partially filled Year 1 Annual Report at a later date from EPA.

Submit by Email Submit by email usin	ng this button. Or, se	nd an email with	attachments to: <u>s</u>	tornwater.rep	ports⊚epa	<u>.gov</u>
Save NOI for your records						
was a second to see the second of		- Security of Security of the Security	Andreas August 20			

#### EPA Submittal Address:

United States Environmental Protection Agency
5 Post Office Square - Suite 100
Mail Code - OEP06-1
Boston, Massachusetts 02109-3912
ATTN: Newton Tedder

#### State Submittal Address

Massachusetts Department of Environmental Protection One Winter Street - 5th Floor Boston, MA 02108 ATTN: Fred Civian

Part V

## The NOI is due by mail or email within **90 days** of the effective date of the 2016 permit: **September 29, 2017**

Email the NOI and its attachments to: <a href="mailto:stormwater.reports@epa.gov">stormwater.reports@epa.gov</a>

OR

Mail the NOI and its attachments to EPA <u>and</u> MA DEP at the addresses set out in the NOI.

Save a copy for your records!

#### Resource List

- Interactive NOI:
  <a href="https://www3.epa.gov/region1/npdes/stormwater/ma/2016fpd/appendix-e-2016-ma-sms4-gp.pdf">https://www3.epa.gov/region1/npdes/stormwater/ma/2016fpd/appendix-e-2016-ma-sms4-gp.pdf</a>
- MA MS4 2016 Permit, Appendices, and related materials: https://www3.epa.gov/region1/npdes/stormwater/MS4 MA.html
- Maps of regulated areas: https://www3.epa.gov/region1/npdes/stormwater/ma.html
- For ESA: FWS IPaC Tool: <a href="https://ecos.fws.gov/ipac/">https://ecos.fws.gov/ipac/</a>
- For NHPA: Project Notification Form: http://www.sec.state.ma.us/mhc/mhcform/formidx.htm
- <u>List of MA impaired waters:</u> <u>www.mass.gov/eea/docs/dep/water/resources/07v5/14list2.pdf</u>
- MassGIS impaired waters & TMDL map tool: http://maps.massgis.state.ma.us/images/dep/omv/il2014viewer.htm
- MA DEP Municipal Stormwater webpage:
   <a href="http://www.mass.gov/eea/agencies/massdep/water/wastewater/stormwater.html#">http://www.mass.gov/eea/agencies/massdep/water/wastewater/stormwater.html#</a>
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